

**CHIPPEWA TOWNSHIP
BOARD MEETING
March 5, 2025
CHIPPEWA TOWNSHIP COMMUNITY BUILDING
6:30 P.M.**

The Chippewa Township REGULAR Board meeting was called to order by the Chippewa Township Supervisor, Shirley Hazen at 6:30 P.M.

The Pledge of Allegiance was recited.

ROLL CALL: Present: Shirley Hazen, Kristin Lytle, Julie Austin, and Debbie Zielinski.
Absent: Annette Walters

Let the record show a quorum of the Chippewa Township Board was present.

MOTION D.Zielinski/J.Austin to approve the minutes of the February 5, 2025, Regular Township Board Meeting, and place on file. **MOTION CARRIED**

TREASURER REPORT: Total Fund Balance as of 3/4/2025 is \$522,448.33 **MOTION K.Lytle/D.Zielinski** to approve the Treasurer Report and place it on file. **MOTION CARRIED**

PUBLIC COMMENT:

Susan Smith was in attendance and would like a 'Hidden Driveway' sign posted on Dwight Street. Cars are exceeding the speed limit and its dangerous to pull in and out of her driveway. K.Lytle will contact the MCRC regarding the sign and the MCSD regarding the speeding vehicles. Two residents were in attendance and stated that she spoke to the Mecosta County Building and Zoning department, and they are researching to see if Chippewa Twp has the authority to impose a Noise Ordinance. The noise complaints they are referring to come from a resident on Lake Street.

LIBRARY REPORT:

Library Representative, Linda Myers reported via email, The entire Board met February 21. Three via phone and FaceTime, three at Barryton Library. Marcia, Library Director informed Board revenues from taxes were coming in on a regular basis which surely helps cash flow. Recent strong winds have loosened shingles on roof, so work will need to be completed when spring comes. There is no leaking at this time. A group of women from the area have been meeting weekly at the library to craft. They call themselves the Crafting Chicks. Action items included a motion to pay the bills and approval of the required 2025 State of Michigan Earned Sick Time Act (ESTA) which requires that every employee will receive one hour of sick time for every 30 hours worked up to 40 hours accrued in a benefit year.

Next meeting of the Library Board will be March 21 at 1 PM at Barryton Library.

MOTION K.Lytle/J.Austin to approve the Library report and place it on file. **MOTION CARRIED**

ASSESSING REPORT:

Assessor, Andrea Roberts reports that all parcel reviews are on hold due to end of year tasks are completed. There are no MTT cases at this time. Processed 6 deeds, processed 3 PTAs, processed 0 PREs, 0 Denials, 0 Rescinds and 1 address change. The assessment process has gone very well this year and she is confident that Board of Review will go smoothly. ACN's were mailed out and property cards are filed.

MOTION K.Lytle/J.Austin to approve place the Assessors Report on file. **MOTION CARRIED**

COUNTY COMMISSIONER REPORT:

County Commissioner, Greg Adams reported there have been changes made to how the MET funds will be distributed. They will be coming up with a grant type application soon and it will be posted on the County website. Mr. Adams clarified that they will be working closely with Township board members to have a stronger voice and communication on the zoning board.

TOWNSHIP OFFICES UPDATES:

Mark Kidd has been called back a few times to fix issues. Shelving units and blinds have been installed (Thank you, Mike Austin). **RESOLUTION S.Hazen/K.Lytle** to pay J.Austin her hourly wage for repainting the offices and completing office set up.

ROLL CALL VOTE: 3 ayes, 1 absent, 1 nays RESOLUTION CARRIED

LIBRARY RESOLUTION:

RESOLUTION J.Austin/S.Hazen to allow J.Austin to contact attorney, Mark Nettleton regarding a contract with the Library. The library would pay \$1 to lease the current Chippewa Township offices and be responsible for paying all bills & everyday maintenance. Building maintenance will be negotiable. Chippewa Township will continue to carry insurance on the building & maintain the boiler system. This will be a 5-year contract that is renewable. **ROLL CALL VOTE: 4 ayes, 1 absent, 0 nays**

RESOLUTION CARRIED

FIREWORKS APPLICATION:

The Chippewa Lake Fireworks Committee has turned in there 2025 Fireworks Permit application along with proof of \$1,000,000.00 insurance policy. **MOTION**

J.Austin/K.Lytle to approve the 2025 Fireworks Display Application for July 5, 2025. **MOTION CARRIED**

INSURANCE RENEWAL:

J.Austin provided each Board member with a copy of the insurance renewal.

SICK LEAVE:

J.Austin provided each Board member with a copy of the Sick Leave policy that she has been working on in conjunction with our Township Attorney.

C.L. SEWER DISTRICT:

Everything is going smoothly. There are no new installations scheduled at this time.

C.L. WEED CONTROL:

K.Lytle meet T.Lee and the Lake Advisory Committee Members. K.Lytle believes that we have a great group of volunteers who are interested in learning about and preserving Chippewa Lake. K.Lytle has completed the 6 week class through MSU – Introduction to Lakes and passed with 87%. CLWD bills and Newsletters were mailed the last week of February.

APPROVAL OF THE BILLS:

Bills were electronically or personally provided to all Board members prior to the meeting; for review, along with an approval signature voucher. **RESOLUTION**

J.Austin/K.Lytle to pay General Fund bills, check numbers 14529- 14552 in the amount of \$20,067.78, The Sewer District checks 11801 - 11810 in the amount of \$7,543.33, And the CLWD check numbers 805 - 807 in the amount of \$636.00. **ROLL CALL VOTE: 4 ayes, 1 absent, 0 nays RESOLUTION CARRIED**

CORRESPONDENCE:

Sheriff's Report was read aloud.

MOTION K.Lytle/D.Zielinski to place correspondence on file. **MOTION CARRIED**

BEING no further business or public comment to be brought before the Board:

MOTION K.Lytle/D.Zielinski to adjourn the March 5, 2025, regular meeting of the Chippewa Township Board @ 7:27 p.m. **MOTION CARRIED.**

Next Township Board regular scheduled meeting is set for Wednesday, April 2, 2025, at 6:30 p.m.

These minutes were prepared

By Kristin Lytle, Chippewa Township Clerk

CHIPPEWA TOWNSHIP, MECOSTA COUNTY, MICHIGAN
FY 2024 – 2025 YEAR END MEETING
March 26, 2025
6:30 P.M.

The Chippewa Township Year End Meeting was called to order by the Chippewa Township Supervisor, Shirley Hazen, at 6:30 P.M.

The Pledge of Allegiance was recited.

ROLL CALL: Present: Shirley Hazen, Kristin Lytle, Julie Austin, Annette Walters, and Debbie Zielinski.

Let the record show that there is a quorum of the Chippewa Township Board present.

CHIPPEWA TWP. 2025-2026 GF BUDGET REVIEW: Each Board member received a copy of the proposed 2025-2026 General Fund Budget prior to the meeting for review.

CHIPPEWA TWP. 2025-2026 SMO BUDGET REVIEW: Each Board member received a copy of the proposed 2025-2026 Sewer Maintenance & Operation Budget prior to the meeting for review.

CHIPPEWA TWP. 2025-2026 CLWD BUDGET REVIEW: Each Board member received a copy of the proposed 2025-2026 Chippewa Lake Weed District Budget prior to the meeting for review.

CHIPPEWA TWP. 2025-2026 CMFD MILLAGE BUDGET REVIEW: Each Board member received a copy of the proposed 2025-2026 Chippewa Fire Millage prior to the meeting for review.

CHIPPEWA TWP. 2025-2026 ROAD MILLAGE BUDGET REVIEW: Each Board member received a copy of the proposed 2025-2026 Road Millage prior to the meeting for review.

BUDGET AMENDMENT:

RESOLUTION J.Austin/K.Lytle to amend the 2024-2025 GF Budget by increasing the following amounts under the Revenue line items; Operating Tax by \$6351.46, Reimbursements by \$11,000.00, 1% Admin Fee by \$78.98, Verizon Tower by \$144.00, and Payroll Deductions by \$619.68. Increasing the following amounts under the Expenditure line items; Contingent by \$6139.95, Supervisor Expenses by \$79.10, Clerk Expenses by \$717.25, Board of Review by \$1089.47, Election by \$2489.30 and IRS by \$7679.05. **ROLL CALL VOTE: 5 Ayes, 0 Absent, 0 Nays. RESOLUTION CARRIED.**

RESOLUTION J.Austin/K.Lytle to amend the 2024-2025 SMO Budget under the Expenditures by subtracting \$7544.36 in Equipment and Capital Improvements. Adding \$2915.68 to Employee wages, \$141.30 to Utilities, \$3910.97 to Insurance, \$12.00 to Sewer Manager, and \$564.41 to Pension. **ROLL CALL VOTE: 5 Ayes, 0 Absent, 0 Nays. RESOLUTION CARRIED.**

APPROVAL OF YEAR END BILLS:

Bills were electronically or personally provided to all Board members prior to the meeting. -

RESOLUTION K.Lytle/J.Austin to pay General Fund Bills, check number 14553 – 14569 in the amount of \$14,144.15. The Sewer District bills, check numbers 11811 - 11829 in the amount of \$32,782.34, and the Chippewa Lake Weed Control bills, check numbers 808 - 810 in the amount of \$1521.00. **ROLL CALL VOTE: 5 Ayes, 0 Absent, 0 Nays. RESOLUTION CARRIED.**

INSURANCE RENEWAL:

J.Austin received the Annual Insurance Renewal. There are some corrections that need to be made to the policy, however, the premium is due 4/1/2025. **RESOLUTION K.Lytle/A.Walters** to pay \$32,231.00 towards the Insurance Renewal with the understanding that there will be an additional amount added as soon as we get the updated quote from the Insurance Company. **ROLL CALL VOTE: 5 Ayes, 0 Absent, 0 Nays. RESOLUTION CARRIED.**

COMMUNITY PARK & MITCHELL'S LANDING:

RESOLUTION J.Austin/K.Lytle to appropriate \$24,535.00 to LandXcape to complete the Community Park project. And \$18,650 to complete the Mitchell's Landing project. **ROLL CALL VOTE: 5 Ayes, 0 Absent, 0 Nays. RESOLUTION CARRIED.**

PUBLIC COMMENT:

None

Being no further business or public comment to be brought before the Chippewa Township Board:

MOTION K.Lytle/D.Zielinski to adjourn the March 26, 2025, Year End meeting at 6:57 P.M.

MOTION CARRIED.

These minutes were prepared by:

Kristin Lytle, Chippewa Township Clerk

CHIPPEWA TOWNSHIP, MECOSTA COUNTY, MICHIGAN
2025 – 2026 BUDGET HEARING
March 26, 2025
6:30 P.M.

The Chippewa Township Budget Hearing was called to order by the Chippewa Township Supervisor, Shirley Hazen at 6:58. (Immediately following the Year End Meeting).

ROLL CALL: Present: Shirley Hazen, Kristin Lytle, Julie Austin, Annette Walters, and Debbie Zielinski.

RESOLUTION J.Austin/K.Lytle to set the 2025-2026 Chippewa Township Operating Millage at the maximum allowable by law. **ROLL CALL VOTE:** 5 Ayes, 0 Absent, 0 Nays. **RESOLUTION CARRIED.**

RESOLUTION J.Austin/K.Lytle to set the 2025-2026 Chippewa Township Fire Millage at the maximum allowable by law. at the maximum allowable by law. **ROLL CALL VOTE:** 5 Ayes, 0 Absent, 0 Nays. **RESOLUTION CARRIED.**

RESOLUTION J.Austin/D.Zielinski to set the 2025-2026 Chippewa Township Road Millage at the maximum allowable by law. at the maximum allowable by law. **ROLL CALL VOTE:** 5 Ayes, 0 Absent, 0 Nays. **RESOLUTION CARRIED.**

RESOLUTION K.Lytle/J.Austin to approve the proposed 2025 – 2026 Chippewa Township General Fund Budget, Chippewa Township Sewer Maintenance & Operation Budget, CLWD Budget, Chippewa Township Road Millage Budget, and Chippewa Township Fire Millage Budget.
ROLL CALL VOTE: 5 Ayes, 0 Absent, 0 Nays. **RESOLUTION CARRIED.**

2025/2026 MEETING DATES:

MOTION J.Austin/K.Lytle to set the 2025/2026 meeting dates as follows:

April 2, 2025	August 6, 2025	December 3, 2025
May 14, 2025	September 3, 2025	January 7, 2026
June 4, 2025	October 1, 2025	February 11, 2026
July 9, 2025	November 5, 2025	March 4, 2026

The Annual Year End meeting and Budget Hearing on March 25, 2026. All meetings to be held at the Chippewa Township Community Building at 6:30 P.M.

MOTION CARRIED.

PUBLIC COMMENT:

No Public Comment

Being no further business or public comment to be brought before the Chippewa Township Board:

MOTION J.Austin/D.Zielinski to adjourn the March 26, 2025, Year End meeting at 7:04 P.M.
MOTION CARRIED.

These minutes were prepared by:
Kristin Lytle, Chippewa Township Clerk